

DSHS MENTAL HEALTH DIVISION  
REQUEST FOR PROPOSALS #0634-202  
REGIONAL SUPPORT NETWORK PROCUREMENT  
ADDITIONAL BIDDERS QUESTIONS & RESPONSES

May 12, 2006

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	Question	Answer	RFQ Amendment	Posted
1.	<p>One last attempt at clarification on attachments. We do want to get this right, and continue to struggle with the clarifications to date.</p> <p>Using Section 3.2.14 as an example, we would re-state the section requirements, then question 3.2.14.1, 3.2.14.2, 3.2.14.3, 3.2.14.3.1, 3.2.14.3.2, 3.2.14.3.3, 3.2.14.3.4, 3.2.14.3.5 (all with answers). Insert a page break, then insert attachments.</p> <p>But on page 18, 2.16.2 says that attachments must be included following each of the relevant QUESTIONS, not section or sub-section.</p> <p>So, do you want attachments after questions, or subsections?? i.e., one set of attachments for ALL of 3.2.14? which would be inserted after the answer to 3.2.12.3.5? OR does each QUESTION ( 3.2.14.1, 3.2.14.2, 3.2.14.3, 3.2.14.3.1, 3.2.14.3.2, 3.2.14.3.3, 3.2.14.3.4, 3.2.14.3.5) get an attachment tab?</p> <p>Your answer on page 18 at 2.16.2 is clear about tabbing questions within a subsection, and you do NOT want that. Do you want attachments tabbed by QUESTION, or by SubSection? In this section we refer to the same document for numbers 3.2.14.3.1, 3.2.14.3.2, 3.2.14.3.3, 3.2.14.3.4, and 3.2.14.3.5. Do you really want us to copy the document five times and tab it five times??</p>	<p>Attachments should follow the relevant question. In the example provided, you would proceed as follows:</p> <ul style="list-style-type: none"> <li>• 3.2.13 requirements</li> <li>• 3.2.14.1 question &amp; response</li> <li>• 3.2.14.1 labeled attachment/s</li> <li>• 3.2.14.2 question &amp; response</li> <li>• 3.2.14.2 labeled attachment/s</li> <li>• 3.2.14.3 question and response</li> <li>• 3.2.14.3 labeled attachment/s</li> </ul> <p>We do not want attachments to follow subsections within a question. Therefore, all of the attachments for 3.2.14.3 will come after completing the entire question with all of its sub-parts.</p>		May 12

2.	Is it acceptable to submit attachments at the end of each subsection, rather than the end of each question?	No		May 12
3.	Must each attachment be labeled and tabbed or can the body of attachments for a question be tabbed and labeled together?	Each attachment must be labeled and tabbed.		May 12
4.	If multiple attachments are needed for an individual question, is it sufficient to include a tab with the question number prior to these attachments (example – tab labeled 3.1.1 Attachments) and a table of contents showing each individual attachment following the tab, or is it required to tab each individual attachment document?	If the bidder chooses not to submit attachments with sequential numbering, then each attachment must be tabbed.		May 12
5.	Section 3.5.14 deletes the phrase "and a narrative description". Was this deletion made because it means the same as "written description" which is already included in the question?	Yes		May 12

6.	Section 3.4.6.1 asks the RSN to describe the process for termination of an MHCP. Do you define the MHCP as an agency or an individual?	<p>MHCP is defined as the "individual with primary responsibility for implementing an individualized service plan for Mental Health rehabilitation services."</p> <p>The draft contract requires notification for both CMHA and MHCP termination. However, the RFP requirement and related question only call out the requirement pertaining to MHCP termination. In responding to the RFP, bidders may limit their response to MHCP termination but should be aware that if successful, the contract requirement applies to both, CMHA and MHCP termination.</p>		May 12
7.	<p>Andy - we really need a WORD copy of the final (or at least the amended) RFP. It is only available as a PDF file on the web site, requiring us to re-type everything.</p> <p>Is it possible to get the RFP amendment as a Word doc, rather than a PDF?</p>	This was sent on May 3rd		May 12

8.	<p>Good Morning:</p> <p>When the North East Washington RSN Governing Board approached the North Central Washington RSN Governing Board prior to the issuing of the RFQ they stated that they wanted to dissolve their RSN and become part of the North Central RSN. They agreed that they would fall under North Centrals administration, policies and procedures and that the current North Central RSN staff would continue to be the North Central RSN staff. At that time it was decided that both RSNs, separately, should respond to the RFQ in hopes that at least one would succeed.</p> <p>There is no other bidder for the geographic area making up the North East Washington RSN. Since North Central was an apparently successful bidder in the RFQ process our responses to the RFP will essentially be identical to our RFQ responses, indicating that our policies and practices will be expanded to include the new geographic area.</p> <p>Since we are the only bidder, and were successful in the RFQ process, would it be possible to accept us as a successful bidder under the RFP if we were to submit a transition plan for bringing those additional counties into the North Central RSN. It seems that it would make more sense for us to be expending our resources on transitional planning now, than re-writing what we have already written.</p> <p>Thanks for considering this proposal -</p>	<p>The submission of a transition plan is not adequate for DSHS to accept NCWRSN as a successful bidder under the RFP. This was considered in some versions of 2SSB 6793 but not included in the final version of the bill.</p> <p>In accordance with statute, a complete response to the RFP demonstrating that it meets requirements must be submitted in order for any entity to be considered a successful bidder under the RFP.</p>		May 12
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9.	The state has set a deadline of May 17 for answering final RFP related questions. Most of the RSNs will be starting their production of RFP responses before this date. Could DSHS please respond to the questions as soon as possible, particularly the questions about organization of the RFP response such as the tabbing of the attachments?	Yes.		May 12
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